

	Department of Corrections and Rehabilitation NOTICE OF CHANGE TO DEPARTMENT OPERATIONS MANUAL EMPLOYEE AWARDS PROGRAM Chapter 3, Article 3	Transmittal Letter Number: 08/13
		Revision Date: 8/22/08

The purpose of this document is to provide all Department Operations Manual (DOM) holders with information regarding the attached amendment to Chapter 3, Article 3, Employee Awards Program. This DOM article provides standards and procedures for participation in the State Merit Award Program, Employee Recognition Program, Safety Awards Program, and 25-Year Service and Retirement Recognition Program.

The purpose of this DOM revision is to incorporate a legacy Administrative Bulletin (AB) 02-07, 25-Year Service and Retirement Recognition that has been in place since 2002. Chapter 3, Article 20, Personnel Policies, Sections 33010.27 through 33010.28 have been deleted as instructed in the AB.

Revisions to this DOM article also include updated references to division names and position titles made obsolete by the 2005 department reorganization.

Please inform all persons concerned of the contents of this notice, which shall remain in effect until it is incorporated into the next edition of the DOM. If you have any questions, please contact Timothy M. Lockwood, Chief, Regulation and Policy Management Branch, at (916) 341-7390.

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